

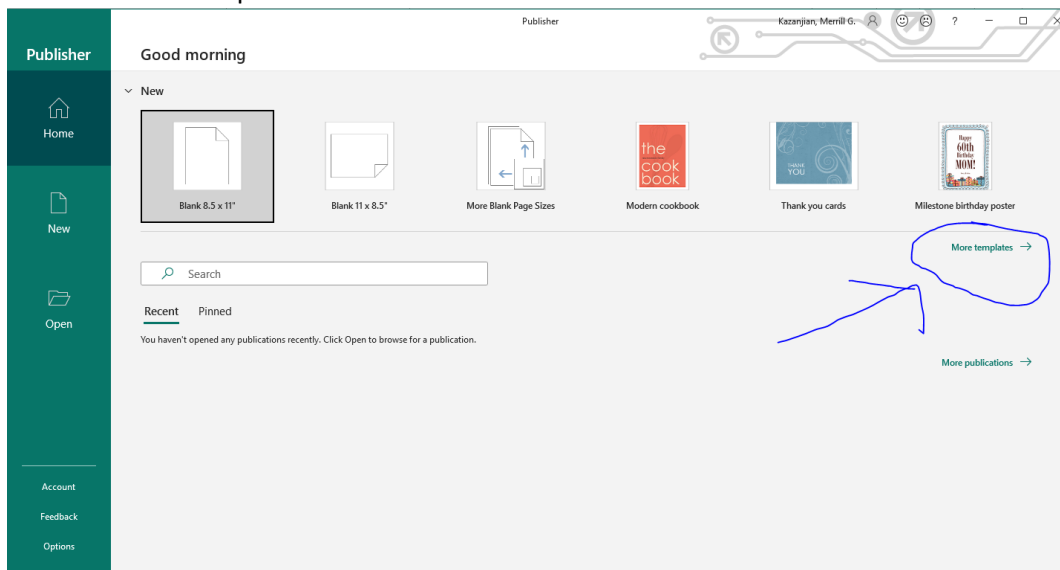
Mr. Kazanjian

Desktop Publishing

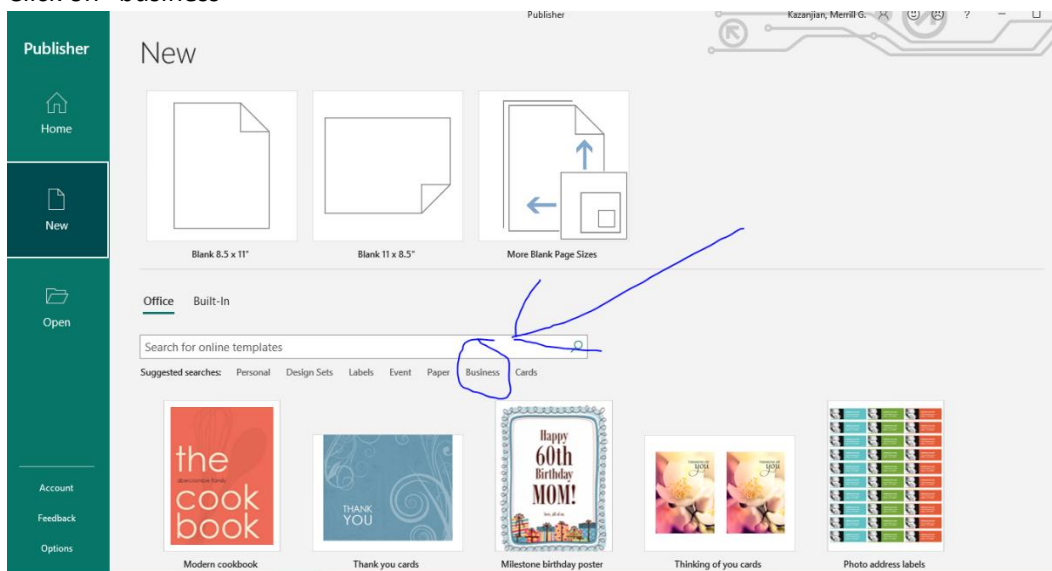
Creating a (Food) Menu on Microsoft Publisher Part 1

Today, you are going to experiment with two existing templates on Microsoft Publisher. You will combine them to form an attractive menu for a restaurant that has hired you to design a menu. Below are your step-by-step instructions.

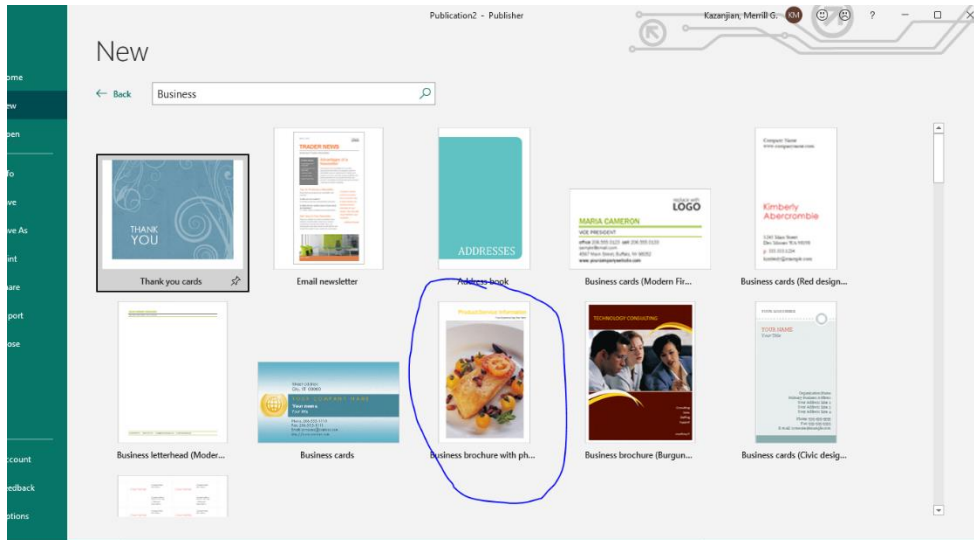
- 1.) Go to Start Menu and open Microsoft Publisher
- 2.) Click on “more templates”



- 3.) Click on “business”

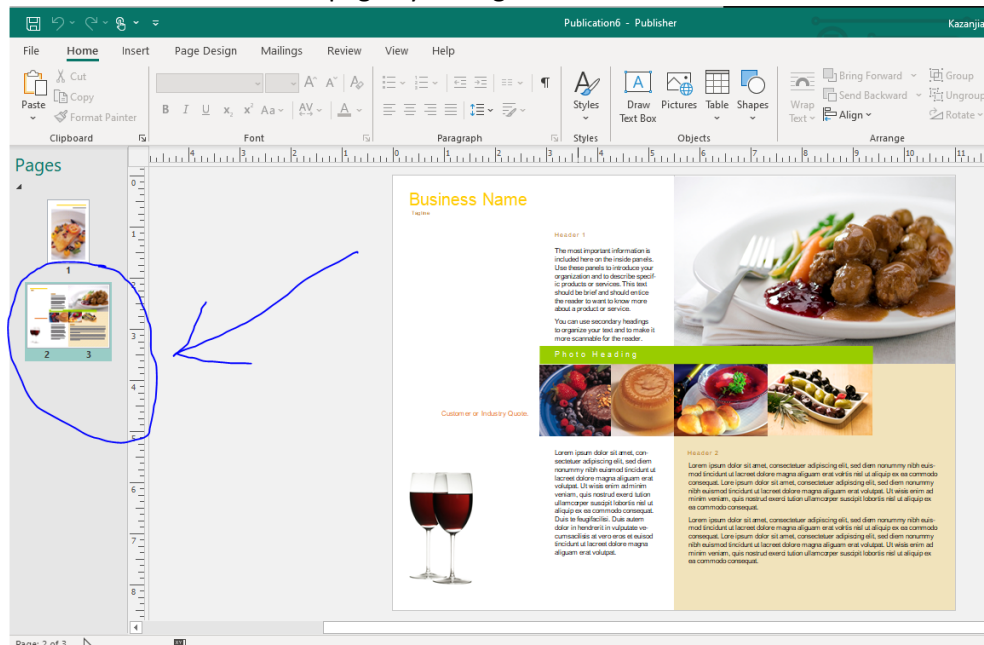


4.) Click on “Business Brochure With Photos”



5.) In place of “Product Service Information” name the restaurant, then create a tagline.

6.) Move on to the 2<sup>nd</sup> and 3<sup>rd</sup> page by hitting the icon circled below.



7.) Rewrite all the text. Make it your own.



8.) Change all the photos by downloading from the internet and replacing. Make it your own.

**PRO TIP:** Food items with empty backgrounds are especially valuable. This tip will teach you how to create PNG files with empty backgrounds.

**Step 1:** Click On This Hyperlink →

<https://images.contentstack.io/v3/assets/bltbb619fd5c667ba2d/blt2094c59e43e6f946/60ce79bbe1b3f7481347ddb0/Pizza.jpg>

**Step 2:** Save The Image To Your Computer (I put the image on the next page just in case if it gets blocked).

**Step 3:** Go to <https://www.remove.bg/> and upload the image to that site.

**Step 4:** The background will be removed. Download the new image and apply it to your Microsoft Publisher document.



9.) Download a copy of your work to your computer, save it to your cloud and email me a copy.

Next time we will add on to this file and add the menu part.